

Cherbourg Aboriginal Shire
Council

Working Papers

For Council Meeting Held 19 & 20 April 2023

Reports

1. Minutes (Unconfirmed)
2. Chief Executive Officer
3. Corporate Services
4. Economic & Community Development
5. Operations Department
6. Community Support

1. Minutes (Unconfirmed)

MINUTES

*Cherbourg Aboriginal
Shire Council*

Held 15 March 2023

MINUTES

COUNCIL MEETING

HELD 15 & 16 MARCH 2023

Attendance

Mayor Elvie Sandow
Deputy Mayor Tom Langton
Cr Fred Cobbo
Cr Leighton Costello
Cr Bronwyn Murray

Officers: Chief Executive Officer- Zala
Minute Taker - Eileen Jacobs

Meeting Commenced 9.30am

9.30am Mayors Welcome

Councillor Obligations

Prescribed Conflict of Interest

Nil

Declarable Conflict of Interest

Nil

Register of Interest

Nil

Confirmation of Minutes

Resolution

Council resolves that the minutes of the Cherbourg Aboriginal Shire Council Meeting held On 16 February 2023 be adopted.

*Moved: Cr Bronwyn Murray
Seconded: Cr Leighton Costello*

*Motion No. 2310 Carried
For Vote: Council Voted Unanimously*

10.00am Council Advisor Brett De Chastel Joined Meeting via Teleconference

CEO REPORT

The CEO Report was tabled

Internal Audit and Risk Meeting

Resolution

Cherbourg Aboriginal Shire Council resolves that it notes the report from the Audit and Risk committee held on 27 February 2023.

*Moved: Cr Bronwyn Murray
Seconded: Deputy Mayor Tom Langton*

*Motion No. 2311 Carried
For Vote: Council Voted Unanimously*

Strategic Priorities - Community Housing

The Council undertook a short workshop looking at its major priority for the community – community housing. The workshop was facilitated by the Council's advisor and took the form of a SWOT analysis. The workshop looked at Council's Strengths, Weaknesses, Opportunities and Threats in terms of community housing.

Following the workshop, the Council considered the following resolution. When this resolution was proposed, Cr Fred Cobbo declared a conflict of interest.

Cr Fred Cobbo declared a conflict of interest and left the meeting

Council Resolution

That in relation to the issue of advancing community housing for the Cherbourg community:

- A. Council note that it undertook a workshop at the Council meeting to look at how it can advance future opportunities for community housing; and*
- B. Council authorises the CEO to resume discussions with the local PBC with a view to advancing an ILUA with a particular emphasis on advancing the development of the proposed subdivision site in the first instance.*

Moved: Cr Tom Langdon

Seconded : Cr Leighton Costello

Motion No. 2312

Carried 4 – 0

Councillor Cobbo returned to the meeting

QRA – Flood Study – Tender Allocation

Cherbourg Aboriginal Shire Council has received a price from STANTEC to do all four facets of the QRA Flood Study. As pre-approved suppliers under Local Buy (LB312), Stantec are pleased to cover the following aspects in this document;

- 1. Overland flow study and mitigation feasibility assessment*
- 2. Total Flood Warning Review*
- 3. Council Depot flood mitigation feasibility assessment*
- 4. Stormwater data survey*

A detailed proposed methodology has been submitted.

Recommendation regarding Internal Audit and Risk Committee meeting is that

Cherbourg Aboriginal Shire Council resolves to allocate the flood study work to Stantek, as they are listed in Local Buy (LB312) and have come in under our budget.

Resolution

Cherbourg Aboriginal Shire Council resolves that it allocates the QRA Flood Study to Stantek as they are listed in Local Buy (LB312) and have come under our budget to provide the following;

- 1. Overland flow study and mitigation feasibility assessment*
- 2. Total Flood Warning Review*
- 3. Council Depot flood mitigation feasibility assessment*
- 4. Stormwater data survey*

Moved: Deputy Mayor Tom Langton

Seconded: Cr Bronwyn Murray

Motion No. 2313 Carried

For Vote: Council Voted Unanimously

Report Approval

Council resolves that the Chief Executive Officer Report be adopted.

*Moved: Cr Fred Cobbo
Seconded: Cr Bronwyn Murray*

*Motion No. 2314 Carried
For Vote: Council Voted Unanimously*

CORPORATE SERVICES REPORT

The Corporate Services Report was Tabled

2023 Revised Budget & Long Term Financial Plan

Council Accountant presented the 2023 Revised Budget & Long Term Financial Plan.

Resolution

Council resolves that it adopts the 2023 Revised Budget & Long Term Financial Plan.

*Moved: Cr Fred Cobbo
Seconded: Cr Leighton Costello*

*Motion No. 2315 Carried
For Vote: Council Voted Unanimously*

Report Approval

Council resolves that the Corporate Services Report be adopted.

*Moved: Deputy Mayor Tom Langton
Seconded: Cr Leighton Costello*

*Motion No. 2316 Carried
For Vote: Council Voted Unanimously*

COMMUNITY SERVICES REPORT

The Community Services Report was tabled.

Report Approval

Council resolves that the Community Services Report be adopted.

*Moved: Cr Fred Cobbo
Seconded: Deputy Mayor Tom Langton*

*Motion No. 2317 Carried
For Vote: Council Voted Unanimously*

ECONOMIC & COMMUNITY DEVELOPMENT

The Economic & Community Development Report was tabled.

Report Approval

Council resolves that the Economic and Community Development Report be adopted.

*Moved: Cr Bronwyn Murray
Seconded: Cr Leighton Costello*

*Motion No. 2318 Carried
For Vote: Council Voted Unanimously*

OPERATIONS DEPT REPORT

The Operations Dept Report was tabled.

Report Approval

Council resolves that the Operations Dept Report be adopted.

*Moved: Cr Leighton Costello
Seconded: Deputy Mayor Tom Langton*

*Motion No. 2319 Carried
For Vote: Council Voted Unanimously*

CORRESPONDENCE

Robert Langton

Seeking council approval to paint the local clock with his art work at the corner of Barambah Ave and Vincent Law Way.

Unfortunately there are no funds available at present for this project.

Dept Communities Hhousing & digital Economy

Advice - \$50 000 allocated to Cherbourg Aboriginal Shire Council for Community Support activities.

Bushkids

Seeking Referee for funding application.

Mayor Elvie Sandow has agreed to be a referee for Bushkids.

QPS

Deputy Mayor Tom Langton declared interest and left room

QPS is seeking donations to run the Cherbourg Police Junior Rangers Program.

Council will donate \$1000 to support The Cherbourg Police Junior Rangers.

Resolution

Cherbourg Aboriginal Shire Council resolves to donate a total of \$1000 to the QPS Cherbourg Police Junior Rangers Program (\$500 each for Girls & Boys Rangers).

Moved: Cr Leighton Costello

Seconded: Cr Fred Cobbo

Motion No. 2320 Carried
For Vote: Council Voted Unanimously

Deputy Mayor Tom Langton entered meeting room

AMPLITEL

Initial Terms Agreement for proposed Lease at 23 Barambah Avenue, Cherbourg Qld. 4605.

The Council is the Local Government Authority for the Cherbourg Aboriginal Shire Council area. As the Local Government Authority, Council as duly elected representatives of the community, through local decision making has the responsibility of deciding what is in the best interest of the community, advancing a thriving community.

It is considered that approving the AMPLITEL Lease Agreement will provide better internet service to Cherbourg which is considered to be of benefit to the Cherbourg community.

Resolution

Cherbourg Aboriginal Shire Council as the Local Government Authority and Trustee of the DOGIT resolves to approve

- 1. The initial APLITEL- Terms of Agreement for the proposed Lease at 23 Barambah Avenue, Cherbourg, 4605.*

*Moved: Cr Leighton Costello
Seconded: Cr Fred Cobbo*

*Motion No. 2321 Carried
For Vote: Council Voted Unanimously*

Minister for Environmental & Great Barrier Reef

Advice – Approval for further funding to extend the Illegal Dumping project.

Justice Reinvestment

Info – Key Issue Paper & Community Resource Papers

Novum

Novum – Energy Australia Pty Ltd - Info

Cherbourg Digital Service Centre - Letter of Intent

Letter of Intent between the State of Qld Department of communities, housing and Digital Economy through Smart Service Queensland (SSQ) and Cherbourg Aboriginal Shire Council.

Cherbourg is operating a digital service centre situated within and staffed and managed by members of, the Cherbourg Community. The establishment and operation for the digital centre is a Pilot Project being led by Department of Tourism, Innovation and Sport (DTIS) and Cherbourg in collaboration with Fujitsu, TAFE, and others.

It is considered that approving the Letter of Intent between Department of Communities, housing and Digital Economy through Smart Service Queensland (SSQ) and Cherbourg Aboriginal Shire Council will provide employment and a quality of service to Cherbourg which is considered to be of benefit to the Cherbourg community.

Resolution

Cherbourg Aboriginal Shire Council resolves to approve

1. the Letter of Intent between the State of Qld Department of communities, housing and Digital Economy through Smart Service Queensland (SSQ) and Cherbourg Aboriginal Shire Council.

Moved: Deputy Mayor Tom Langton

Seconded: Cr Fred Cobbo

Motion No. 2322 Carried
For Vote: Council Voted Unanimously

Marietta Wetzig

Seeking a letter of support from an elder for the proposed South Burnett Alliance Inc – Drop in Centre.

Council will Refer this letter to the Ration Shed for an appropriate elder.

Emergency Management

Information- Disaster Management Plan Assessment 2022 Briefing Paper

Meeting Closed

Council resolves to Close the Council Meeting held on Wednesday 15 February 2023 at 1.24pm

Moved: Cr Leighton Costello

Seconded: Cr Fred Cobbo

Motion No. 2323 Carried
For Vote: Council Voted Unanimously

2. Chief Executive Officer

3. Corporate Services

CASC FINANCE REPORT AS AT March 2023



Cherbourg Aboriginal Shire Council Operating Actual Vs Budget FY 2022-2023

March

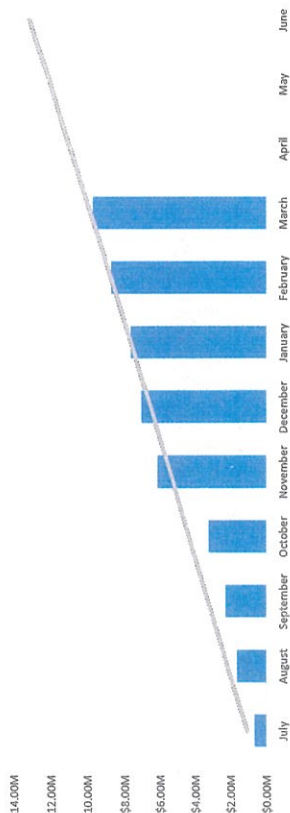
YTD Operating Income
Actual
\$9.73M
Variance
(\$0.11M) ▼ (1.1%)

YTD Operating Expenditure
Actual
\$16.33M
Variance
(\$0.21M) ▲ (1.3%)

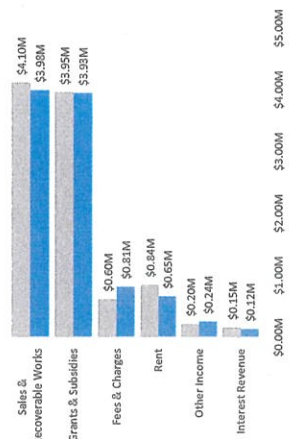
Operating Surplus Ratio
-67.81%

Legend: Budget (Blue), Actual (Red), Positive Variance (Green), Negative Variance (Orange)

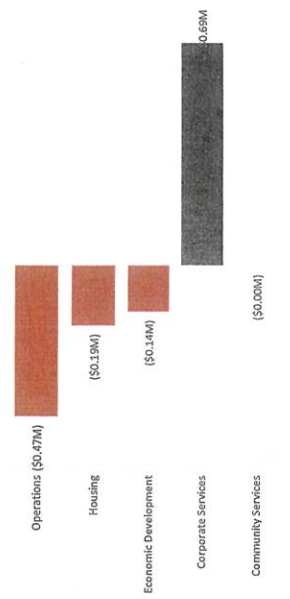
Total Income - Actual vs Budget



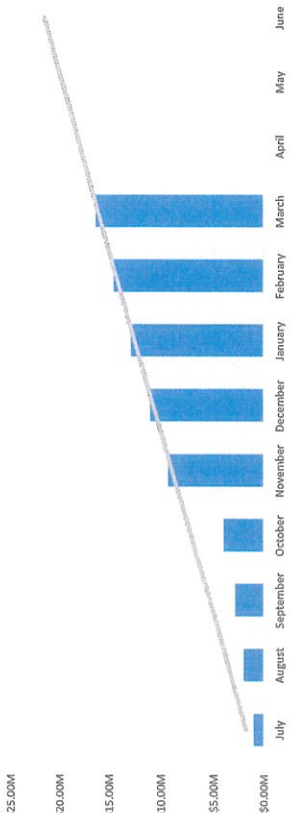
Income YTD



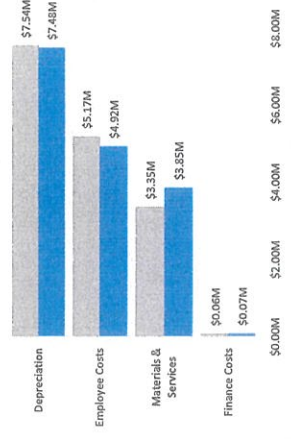
YTD Income Variance By Directorate



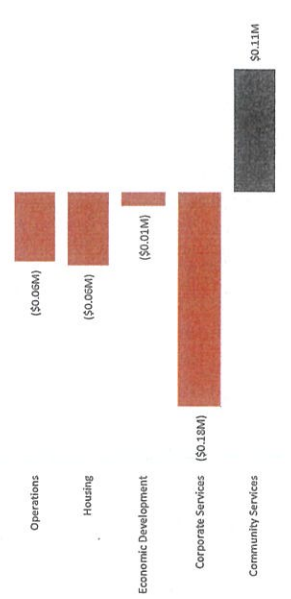
Total Expenditure - Actual vs Budget



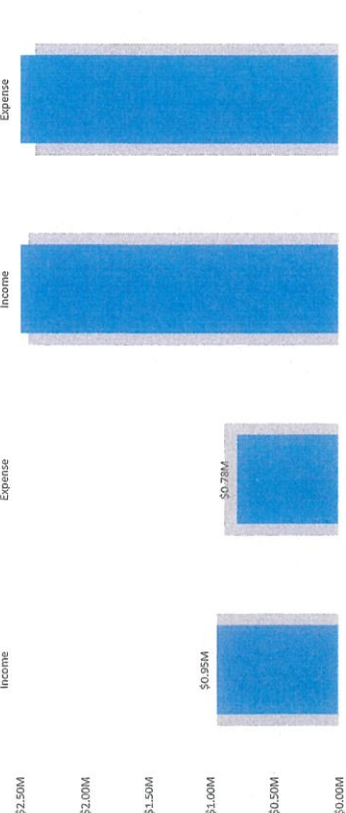
Expenditure YTD



YTD Expenditure Variance By Directorate



Community Services



Corporate Services



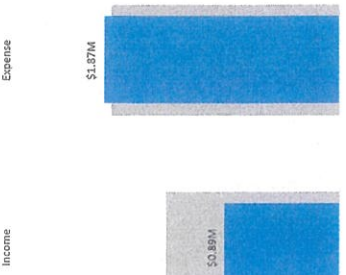
Economic Development



Housing



Operations



2

Cherbourg Aboriginal Shire Council
Financial Position
FY 2022-2023

March

YTD Assets
 Current \$9.36M
 Non-Current \$197.46M

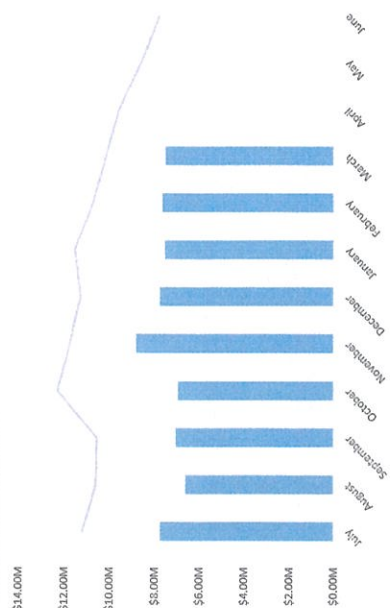
YTD Liabilities
 Current \$3.77M
 Non-Current \$3.19M



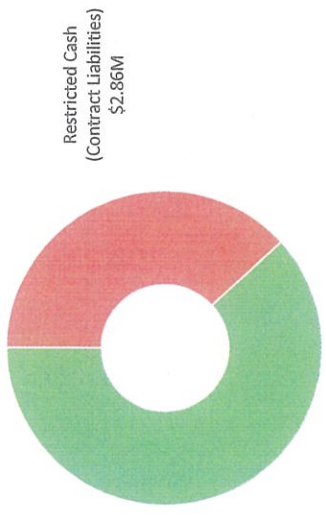
Net Financial Asset/Liability Ratio
 -25%

Actual — Prior Year
 ▼ Decrease ▲ Increase

Cash & Cash Equivalents



Cash Balance



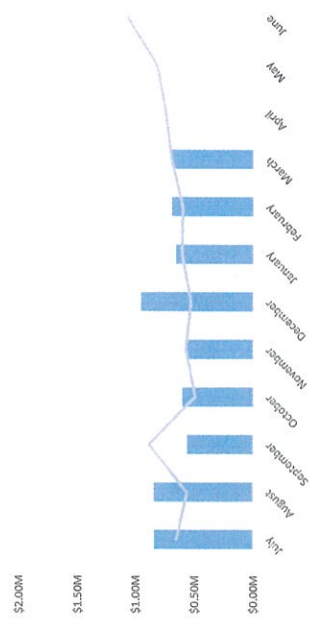
Current Assets

| | |
|-----------------------------|----------------|
| Cash & Cash Equivalents | \$7.50M |
| Contract Assets | \$0.80M |
| Trade & Other Receivables | \$0.69M |
| Inventories | \$0.28M |
| Biological Assets | \$0.08M |
| Total Current Assets | \$9.36M |

Non-Current Assets

| | |
|---------------------------------|------------------|
| Buildings | \$35.45M |
| Furniture & Fittings | \$0.00M |
| Houses | \$120.77M |
| Infrastructure | \$34.18M |
| Land | \$1.48M |
| Motor Vehicles | \$0.66M |
| Plant & Equipment | \$3.88M |
| Work in Progress | \$1.03M |
| Total Non-Current Assets | \$197.46M |

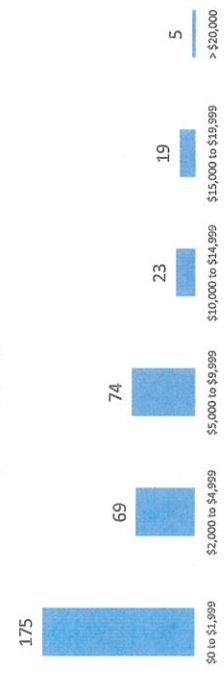
Debtors & Receivables



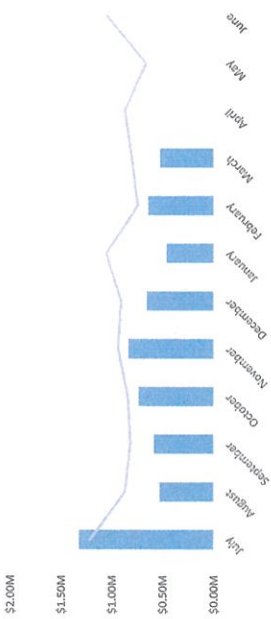
Rent Debtors



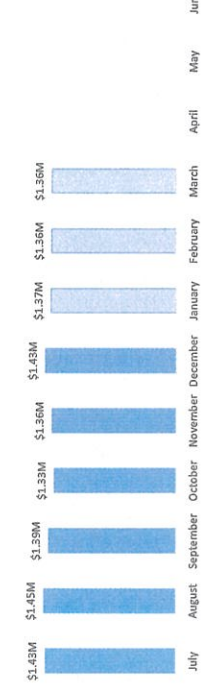
Number of Rent Debtors by Amount Owing



Accounts Payable & Other Current Liabilities



Rent Debtors > 90 Days Outstanding



Total Liabilities

| | |
|---------------------------------------|------------------|
| Total Liabilities | \$6.96M |
| Equity | |
| Retained Surplus | \$97.88M |
| Asset Revaluation Surplus | \$101.97M |
| Total Equity | \$199.85M |
| Total Liabilities & Equity | \$206.81M |

Rental Debt in Millions

| | | |
|-----------|----|------|
| 30-Jun-20 | \$ | 1.50 |
| 30-Jun-21 | \$ | 1.53 |
| 30-Jun-22 | \$ | 1.62 |
| 31-Jul-22 | \$ | 1.87 |
| 31-Aug-22 | \$ | 1.71 |
| 18-Oct-22 | \$ | 1.68 |
| 31-Oct-22 | \$ | 1.57 |
| 30-Nov-22 | \$ | 1.57 |
| 31-Dec-22 | \$ | 1.58 |
| 31-Jan-23 | \$ | 1.61 |
| 28-Feb-23 | \$ | 1.60 |
| 31-Mar-23 | \$ | 1.59 |



Cherbourg Aboriginal Shire Council Capital Actual Vs Budget FY 2022-2023

March

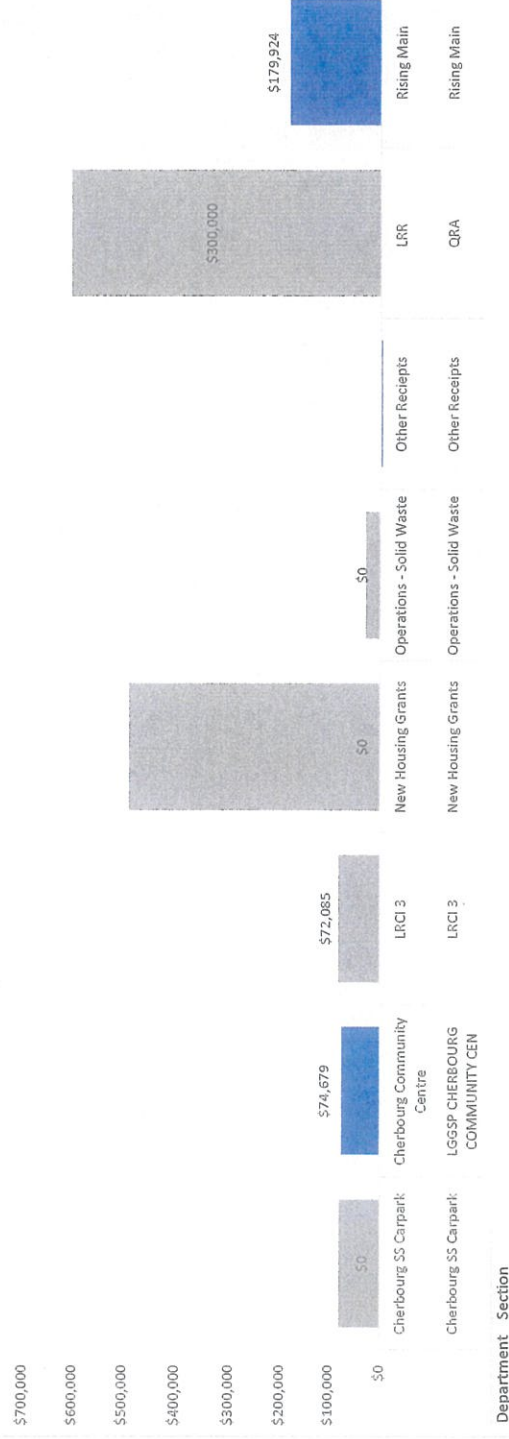
YTD Capital Income
Actual
\$0.62M (\$0.72M) ▼(53.4%)

YTD Capital Expenditure
Actual
\$1.45M (\$5.00M) ▼(83.2%)



■ Budget ■ Actual

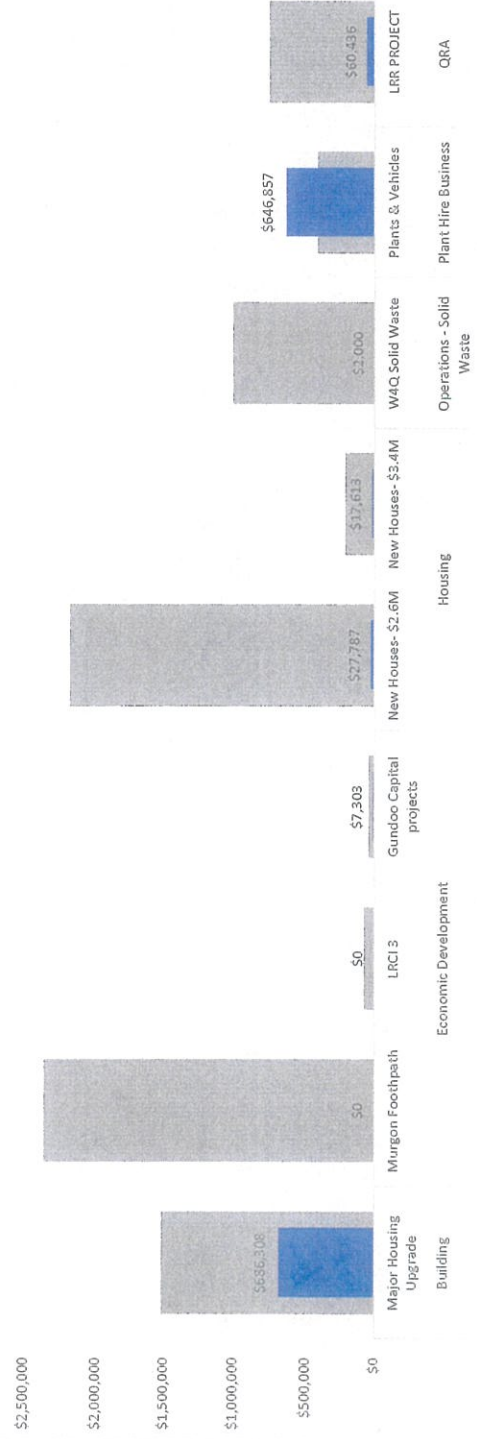
Capital Income - Actual vs Budget



Comments:

- Rising main project : reveune recognised based on the expenses incurred not the actual cash received
- QRA released 30% funding for disaster recovery. Council has now full lists of project and cost centre
- New housing grant : Council will receive about \$1M once the grant is executed.
- Cherbourg Community Centre Project: 30% grant is released for initial design phase. The grant amount now increased to \$474K to complete the business case
- LRCI 3: \$59 K released for LRCI 3 . The remaining \$12k was from LRCI 2 final payment.
- Murgon to Cherbourg Footpath/ Solid Waste Project : no expenses incurred and thus no revenue taken out from contract liability AASB 1058

Capital Expenditure - Actual vs Budget



Comments:

- 2 New housing project is in planning stage
- Solid waste project : engaged with consultant to develop landfill masterplan
- Plant and Vehicle purchase is \$212K over the forecast amount
- Murgon to cherbourg Footpath and Gundoo capital project slow progress
- LRCI 3 project has now quote received from Roadtek to start the project . Additional fund is supported by Q build and FAGS funding.
- Major upgrade project is \$448K below the budget amount, possibly timing
- QRA LRR project : money spent on Electrical Digital Sign, Disaster Energy Trailer and Diesel Tank Trailer.

Whole Of Council

| | March | | | Year to Date | | | Traffic Light | Full Year Budget |
|------------------------------|---------------------|---------------------|---------------------|----------------|-----------------------|-----------------------|---------------|-----------------------|
| | Actual | Budget | \$ Variance | % Variance | Actual | Budget | | |
| Grants & Subsidies | \$ 59,750 | \$ 438,380 | \$ (378,630) | -86.37% | \$ 3,932,638 | \$ 3,945,420 | ✓ | \$ 5,260,566 |
| Fees & Charges | \$ 4,336 | \$ 67,194 | \$ (62,858) | -93.55% | \$ 805,700 | \$ 604,746 | ⚠ | \$ 806,316 |
| Sales & Recoverable Works | \$ 719,474 | \$ 455,522 | \$ 263,952 | 57.94% | \$ 3,981,665 | \$ 4,099,698 | ✓ | \$ 5,466,252 |
| Interest Revenue | \$ 16,390 | \$ 16,587 | \$ (197) | -1.19% | \$ 122,731 | \$ 149,283 | ✗ | \$ 199,051 |
| Rent | \$ 137,662 | \$ 93,128 | \$ 44,534 | 47.82% | \$ 648,080 | \$ 838,152 | ✗ | \$ 1,117,528 |
| Other Income | \$ 36,145 | \$ 22,635 | \$ 13,510 | 59.69% | \$ 240,206 | \$ 203,715 | ⚠ | \$ 271,620 |
| Total Income | \$ 973,757 | \$ 1,093,446 | \$ (119,689) | -10.95% | \$ 9,731,021 | \$ 9,841,014 | -1.12% | \$ 13,121,333 |
| Employee Costs | \$ 508,611 | \$ 574,689 | \$ (66,078) | -11.50% | \$ 4,923,092 | \$ 5,172,201 | ✓ | \$ 6,896,243 |
| Materials & Services | \$ 320,824 | \$ 371,857 | \$ (51,033) | -13.72% | \$ 3,848,787 | \$ 3,346,713 | ✗ | \$ 4,462,150 |
| Depreciation | \$ 850,745 | \$ 837,538 | \$ 13,207 | 1.58% | \$ 7,483,028 | \$ 7,537,842 | ✓ | \$ 10,050,461 |
| Finance Costs | \$ 70,275 | \$ 6,817 | \$ 63,458 | 930.88% | \$ 74,684 | \$ 61,353 | ✗ | \$ 81,814 |
| Total Expenditure | \$ 1,750,456 | \$ 1,790,901 | \$ (40,445) | -2.26% | \$ 16,329,591 | \$ 16,118,109 | 1.31% | \$ 21,490,668 |
| Net Surplus/(Deficit) | \$ (776,699) | \$ (697,455) | \$ (79,244) | 11.36% | \$ (6,598,570) | \$ (6,277,095) | 5.12% | \$ (8,369,335) |

Corporate Services

| | Actual | March Budget | % Variance | \$ Variance | Actual | Budget | % Variance | \$ Variance | Traffic Light | Full Year Budget |
|---------------------------|--------------|--------------|------------|-------------|--------------|--------------|--------------|-------------|---------------|------------------|
| Grants & Subsidies | \$ - | \$ 168,362 | (168,362) | -100.00% | \$ 2,004,810 | \$ 1,515,258 | \$ 489,552 | 32.31% | 🟡 | \$ 2,020,335 |
| Fees & Charges | \$ 4,336 | \$ 67,194 | (62,858) | -93.55% | \$ 805,700 | \$ 604,746 | \$ 200,954 | 33.23% | 🟡 | \$ 806,316 |
| Sales & Recoverable Works | \$ - | \$ - | - | 0.00% | \$ - | \$ - | \$ - | 0.00% | 🟢 | \$ - |
| Interest Revenue | \$ 16,390 | \$ 16,587 | (197) | -1.19% | \$ 122,731 | \$ 149,283 | \$ (26,552) | -17.79% | 🔴 | \$ 199,051 |
| Rent | \$ 1,364 | \$ 7,231 | (5,867) | -81.14% | \$ 62,040 | \$ 65,079 | \$ (3,039) | -4.67% | 🟢 | \$ 86,769 |
| Other Income | \$ 10,595 | \$ 11,218 | (623) | -5.55% | \$ 130,494 | \$ 100,962 | \$ 29,532 | 29.25% | 🟡 | \$ 134,620 |
| Total Income | \$ 32,685 | \$ 270,592 | (237,907) | -87.92% | \$ 3,125,775 | \$ 2,435,328 | \$ 690,447 | 28.35% | | \$ 3,247,091 |
| Employee Costs | \$ 137,902 | \$ 155,220 | (17,318) | -11.16% | \$ 1,151,362 | \$ 1,396,980 | \$ (245,618) | -17.58% | 🟡 | \$ 1,862,636 |
| Materials & Services | \$ 55,411 | \$ 74,957 | (19,546) | -26.08% | \$ 1,083,517 | \$ 674,613 | \$ 408,904 | 60.61% | 🔴 | \$ 899,466 |
| Depreciation | \$ 32,302 | \$ 27,771 | 4,531 | 16.32% | \$ 255,976 | \$ 249,939 | \$ 6,037 | 2.42% | 🟢 | \$ 333,253 |
| Finance Costs | \$ 70,275 | \$ 6,817 | 63,458 | 930.88% | \$ 74,684 | \$ 61,353 | \$ 13,331 | 21.73% | 🔴 | \$ 81,814 |
| Total Expenditure | \$ 295,891 | \$ 264,765 | \$ 31,126 | 11.76% | \$ 2,565,539 | \$ 2,382,885 | \$ 182,654 | 7.67% | | \$ 3,177,169 |
| Net Surplus/(Deficit) | \$ (263,206) | \$ 5,827 | (269,033) | -4617.00% | \$ 560,236 | \$ 52,443 | \$ 507,793 | 968.28% | | \$ 69,922 |

Economic Development

| | March | | | Year to Date | | | Traffic Light | Full Year Budget |
|------------------------------|-------------------|-------------------|-----------------|---------------------|---------------------|------------------|---------------|---------------------|
| | Actual | Budget | % Variance | Actual | Budget | % Variance | | |
| Grants & Subsidies | \$ 35,000 | \$ 24,996 | 10,004 | \$ 198,276 | \$ 224,964 | (26,688) | ⊗ | \$ 299,950 |
| Fees & Charges | \$ - | \$ - | - | \$ - | \$ - | - | ⊗ | \$ - |
| Sales & Recoverable Works | \$ 719,474 | \$ 455,314 | 264,160 | \$ 3,980,393 | \$ 4,097,826 | (117,433) | ⊗ | \$ 5,463,752 |
| Interest Revenue | \$ - | \$ - | - | \$ - | \$ - | - | ⊗ | \$ - |
| Rent | \$ - | \$ - | - | \$ - | \$ - | - | ⊗ | \$ - |
| Other Income | \$ - | \$ - | - | \$ - | \$ - | - | ⊗ | \$ - |
| Total Income | \$ 754,474 | \$ 480,310 | 274,164 | \$ 4,178,669 | \$ 4,322,790 | (144,121) | | \$ 5,763,702 |
| Employee Costs | \$ 194,232 | \$ 262,103 | (67,871) | \$ 2,271,411 | \$ 2,358,927 | (87,516) | ⊗ | \$ 3,145,216 |
| Materials & Services | \$ 175,962 | \$ 173,633 | 2,329 | \$ 1,662,218 | \$ 1,562,697 | 99,521 | ⊗ | \$ 2,083,565 |
| Depreciation | \$ - | \$ - | - | \$ - | \$ - | - | ⊗ | \$ - |
| Finance Costs | \$ - | \$ - | - | \$ - | \$ - | - | ⊗ | \$ - |
| Total Expenditure | \$ 370,194 | \$ 435,736 | (65,542) | \$ 3,933,630 | \$ 3,921,624 | 12,006 | | \$ 5,228,781 |
| Net Surplus/(Deficit) | \$ 384,279 | \$ 44,574 | 339,705 | \$ 245,039 | \$ 401,166 | (156,127) | | \$ 534,921 |

8.

Operations

| | March | | | | Year to Date | | | | Traffic Light | Full Year Budget |
|-------------------------------|---------------------|--------------------|---------------------|-----------------|---------------------|---------------------|---------------------|----------------|---------------|---------------------|
| | Actual | Budget | \$ Variance | % Variance | Actual | Budget | \$ Variance | % Variance | | |
| Grants & Subsidies | \$ - | \$ 151,026 | \$ (151,026) | -100.00% | \$ 892,680 | \$ 1,359,234 | \$ (466,555) | -34.32% | ✗ | \$ 1,812,313 |
| Fees & Charges | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | \$ - |
| Sales & Recoverable Works | \$ - | \$ 208 | \$ (208) | -100.00% | \$ 1,273 | \$ 1,872 | \$ (599) | -32.01% | ⚠ | \$ 2,500 |
| Interest Revenue | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | \$ - |
| Rent | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | \$ - |
| Other Income | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | \$ - |
| Total Income | \$ - | \$ 151,234 | \$ (151,234) | -100.00% | \$ 893,952 | \$ 1,361,106 | \$ (467,154) | -34.32% | | \$ 1,814,813 |
| Employee Costs | \$ 95,304 | \$ 85,387 | \$ 9,917 | 11.61% | \$ 837,278 | \$ 768,483 | \$ 68,795 | 8.95% | ✓ | \$ 1,024,628 |
| Materials & Services | \$ 22,943 | \$ 41,421 | \$ (18,478) | -44.61% | \$ 369,242 | \$ 372,789 | \$ (3,547) | -0.95% | ✓ | \$ 497,025 |
| Depreciation | \$ 75,654 | \$ 74,814 | \$ 840 | 1.12% | \$ 667,556 | \$ 673,326 | \$ (5,770) | -0.86% | ✓ | \$ 897,770 |
| Finance Costs | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | \$ - |
| Total Expenditure | \$ 193,901 | \$ 201,622 | \$ (7,721) | -3.83% | \$ 1,874,075 | \$ 1,814,598 | \$ 59,477 | 3.28% | | \$ 2,419,423 |
| Net Surplus/(Deficit) | \$ (193,901) | \$ (50,388) | \$ (143,513) | 284.82% | \$ (980,123) | \$ (453,492) | \$ (526,631) | 116.13% | | \$ (604,610) |
| Profit/Loss on Sale of Assets | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | \$ - |
| Capital Grants & Subsidies | \$ - | \$ 8,892 | \$ (8,892) | -100.00% | \$ 252,009 | \$ 80,028 | \$ 171,981 | 214.90% | ⚠ | \$ 106,698 |
| Contributions & Donations | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | \$ - |
| Capital Expenses | \$ (202,729) | \$ - | \$ (202,729) | 100.00% | \$ 108,455 | \$ - | \$ 108,455 | 100.00% | ⚠ | \$ - |

Housing

| | March | | | | Year to Date | | | | Traffic Light | | Full Year Budget |
|------------------------------|---------------------|---------------------|--------------------|----------------|-----------------------|-----------------------|---------------------|----------------|---------------|--|-----------------------|
| | Actual | Budget | \$ Variance | % Variance | Actual | Budget | \$ Variance | % Variance | | | |
| Grants & Subsidies | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | | \$ - |
| Fees & Charges | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | | \$ - |
| Sales & Recoverable Works | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | | \$ - |
| Interest Revenue | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | | \$ - |
| Rent | \$ 136,299 | \$ 85,897 | \$ 50,402 | 58.68% | \$ 586,040 | \$ 773,073 | \$ (187,033) | -24.19% | ✗ | | \$ 1,030,759 |
| Other Income | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | | \$ - |
| Total Income | \$ 136,299 | \$ 85,897 | \$ 50,402 | 58.68% | \$ 586,040 | \$ 773,073 | \$ (187,033) | -24.19% | | | \$ 1,030,759 |
| Employee Costs | \$ 19,020 | \$ 15,482 | \$ 3,538 | 22.85% | \$ 144,331 | \$ 139,338 | \$ 4,993 | 3.58% | ✓ | | \$ 185,790 |
| Materials & Services | \$ 4,374 | \$ 39,704 | \$ (35,330) | -88.98% | \$ 470,125 | \$ 357,336 | \$ 112,789 | 31.56% | ✗ | | \$ 476,424 |
| Depreciation | \$ 742,788 | \$ 734,953 | \$ 7,835 | 1.07% | \$ 6,559,497 | \$ 6,614,577 | \$ (55,080) | -0.83% | ✓ | | \$ 8,819,438 |
| Finance Costs | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ✓ | | \$ - |
| Total Expenditure | \$ 766,182 | \$ 790,139 | \$ (23,957) | -3.03% | \$ 7,173,953 | \$ 7,111,251 | \$ 62,702 | 0.88% | | | \$ 9,481,652 |
| Net Surplus/(Deficit) | \$ (629,883) | \$ (704,242) | \$ 74,359 | -10.56% | \$ (6,587,913) | \$ (6,338,178) | \$ (249,735) | 3.94% | | | \$ (8,450,893) |

Community Services

| | March | | | | Year to Date | | | | Traffic Light | Full Year Budget |
|------------------------------|--------------------|-------------------|--------------------|------------------|-------------------|-------------------|---------------------|----------------|---------------|---------------------|
| | Actual | Budget | \$ Variance | % Variance | Actual | Budget | \$ Variance | % Variance | | |
| Grants & Subsidies | \$ 24,750 | \$ 93,996 | \$ (69,246) | -73.67% | \$ 836,873 | \$ 845,964 | \$ (9,091) | -1.07% | ● | \$ 1,127,968 |
| Fees & Charges | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ● | \$ - |
| Sales & Recoverable Works | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ● | \$ - |
| Interest Revenue | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ● | \$ - |
| Rent | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ● | \$ - |
| Other Income | \$ 25,550 | \$ 11,417 | \$ 14,133 | 123.79% | \$ 109,712 | \$ 102,753 | \$ 6,959 | 6.77% | ● | \$ 137,000 |
| Total Income | \$ 50,300 | \$ 105,413 | \$ (55,113) | -52.28% | \$ 946,585 | \$ 948,717 | \$ (2,132) | -0.22% | | \$ 1,264,968 |
| Employee Costs | \$ 62,153 | \$ 56,497 | \$ 5,656 | 10.01% | \$ 518,710 | \$ 508,473 | \$ 10,237 | 2.01% | ● | \$ 677,973 |
| Materials & Services | \$ 62,134 | \$ 42,142 | \$ 19,992 | 47.44% | \$ 263,685 | \$ 379,278 | \$ (115,593) | -30.48% | ● | \$ 505,670 |
| Depreciation | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ● | \$ - |
| Finance Costs | \$ - | \$ - | \$ - | 0.00% | \$ - | \$ - | \$ - | 0.00% | ● | \$ - |
| Total Expenditure | \$ 124,287 | \$ 98,639 | \$ 25,648 | 26.00% | \$ 782,394 | \$ 887,751 | \$ (105,357) | -11.87% | | \$ 1,183,643 |
| Net Surplus/(Deficit) | \$ (73,988) | \$ 6,774 | \$ (80,762) | -1192.23% | \$ 164,191 | \$ 60,966 | \$ 103,225 | 169.32% | | \$ 81,325 |

| Row Labels | Sum of YTD Actual | Sum of YTD Budget | Sum of Full Year Budget |
|---------------------------------|--------------------|--------------------|-------------------------|
| Building | \$686,308 | \$1,134,782 | \$1,513,043 |
| Major Housing Upgrade | \$686,308 | \$1,134,782 | \$1,513,043 |
| Economic Development | \$7,303 | \$1,864,095 | \$2,485,460 |
| Murgon Foothpath | \$0 | \$1,770,230 | \$2,360,307 |
| LRCI 3 | \$0 | \$59,774 | \$79,698 |
| Gundoo Capital projects | \$7,303 | \$34,091 | \$45,455 |
| Housing | \$45,400 | \$1,804,303 | \$2,405,737 |
| New Houses- \$2.6M | \$27,787 | \$1,639,303 | \$2,185,737 |
| New Houses- \$3.4M | \$17,613 | \$165,000 | \$220,000 |
| Operations - Solid Waste | \$2,000 | \$755,263 | \$1,007,017 |
| W4Q Solid Waste | \$2,000 | \$755,263 | \$1,007,017 |
| Plant Hire Business | \$646,857 | \$318,750 | \$425,000 |
| Plants & Vehicles | \$646,857 | \$318,750 | \$425,000 |
| QRA | \$60,436 | \$570,000 | \$760,000 |
| LRR PROJECT | \$60,436 | \$570,000 | \$760,000 |
| Grand Total | \$1,448,304 | \$6,447,193 | \$8,596,257 |

Whole of Council Financial Summary :

The Cherbourg Aboriginal Shire Council made a net operating loss of \$(6,598,570) for the month ending March 2023 with operating surplus ratio of -67% .The forecast ratio for the year is -60.70%. The operating surplus ratio is below the recommended benchmark (0%-10%). The main reason for the deficit is the inclusion of depreciation expense of \$7.48 Million .

- a. **Rent** : Timing issue .Rental offset manual journal processed for the whole year.
- b. **Employee costs**: Employee costs overall is in line with the budget . Overspent on Operations Department is offset with underspent in Corporate Services & Economic Development Department .
- c. **Interest** : Timing issue. By EOY, actual revenue will be in line with the budget. Amounts receivable from ICCIP, Housing grant, FAGS funding advance e.tc will increase the cash balance and extra surplus amount invested in QTC will generate extra interest income.
- d. **Materials & Services**:
 - **Housing Department(Overspent)** : Insurance invoice paid in advance for full year renewal. About \$113K variance due to timing difference.
 - **Economic Development Department(underspent)** : Overspent on Q build subcontractor expenses / carpenter Materials/ Cattle Bulls& Mustering expense/MRF and MRF processing general expenses etc. is offset by underspent in Glazier materials, MRF and joinery vehicles and NIAA Call Centre Manager expenses budget . Overall underspent is \$87K

- **Corporate services (Overspent):**

\$223K variance is due to actual FBT paid \$276K for the last 5 years . Budgeted amount for this year is only \$70K. Admin IT and professional fees /office supplies/WH &S /Travel/Telephone is \$155K over the budget..

- **Offset by community services (under spent):** IYCC and CDSP self-esteem young mothers combined underspent by \$100K

e. **Finance costs :** Timing issue .Provision discount journal processed for the whole year.

Bank Balances:

Cash at bank as at 31 March is \$7.50 M with restricted cash component (contract liability) is \$2.86 M. So, available cash balance after satisfying the performance obligations is \$4.64M.

Community Services :

- **Materials & Services :** IYCC and CDSP self-esteem young mothers combined underspent by \$100K .

Corporate Services :

- Interest :** Timing issue. By EOY, actual revenue will be in line with the budget. Amounts receivable from ICCIP, Housing grant, FAGS funding advance e.tc will increase the cash balance and extra surplus amount invested in QTC will generate extra interest income.
- Materials & Services :**

\$223K variance is due to actual FBT paid \$276K for the last 5 years . Budgeted amount for this year is only \$70K. Admin IT and professional fees /office supplies/WH &S /Travel/Telephone is \$155K over the budget..
- Finance costs :** Timing issue .Provision discount journal processed for the whole year.

Housing :

- Rent :** Timing issue .Rental offset manual journal processed for the whole year
- Materials & Services :** Insurance invoice paid in advance for full year renewal. About \$113K variance due to timing difference.

Economic & community development :

a. Grants & subsidies:

- Illegal dumping round 2A grant income is \$66K less than from the budgeted amount
- Offset by revenue paid in advance for IEDG grant and NIAA MRF feasibility study

Operations :

Grants & subsidies : timing issue for FAGS funding . EOY prepayment amount will offset the variance

Thanks for your time to read my report.

Dol Ranabhat, Accountant

Housing Report April 2023



SNR HOUSING OFFICER:

The month of March/April so far has been quite busy. I have been printing statements and raising rental invoices, doing the monthly rent reconciliation for the invoices, doing the quarterly report also rental checks, helping tenants adjust their centrelink and wage rental deductions and doing daily interviews with clients.

SNR HOUSING OFFICER CLIENT CONTACT END DECEMBER/START JANUARY: (65)

| | | |
|-----------------------|---|----|
| Phone Calls | - | 20 |
| Rent/ Enquires | - | 19 |
| Housing Enquiry | - | 20 |
| Centrelink deductions | - | 05 |
| Complaint/Misc | - | 1 |

HOUSING ENQUIRES FOR CLIENTS FROM OTHER AGENCIES:

- | | |
|----------------------|---|
| • Emerg. Support | - In relation to clients requesting accommodation |
| • CRAICHHS | - Enquiring about accommodation for client. |
| • Cherbourg Hospital | - Requesting accommodation for client. |
| • Centrelink | - Deductions for rent |
| • Kingaroy Hospital | - Enquiry about disabled tenant. |

COMPLAINTS: (1)

- | | |
|---------------------|--|
| • 1 noise complaint | - (letter and notice sent to tenant). |
|---------------------|--|

Antonia Jacobs
Snr Housing Officer

Meetings/workshops

- Building & Housing Meeting every 2nd Monday
- Engagement & Partnerships Team ATSIH - Department of communities, Housing and Digital Economy
- Maryborough & Bundaberg Housing & Homelessness Services
- Queensland Health – Skin Infections

Service provided to tenants:

- 6 Inquiries about housing waiting list.
- 60 Follow ups for tenants re: works.
- 20 Assisted with QBuild
- Follow ups for upgrade program.
- 7 Pest control orders
- 2 Followed up on home modifications.
- 3 tenants requested Air conditioner to be installed.

Entry Report:

8 Barambah Ave
10 Hillview St

Vacant:

46B Barber St

Mrs Joanne Simpson
Housing Inspection Officer
Cherbourg Aboriginal Shire Council

4. Economic & Community Development

ECONOMIC & COMMUNITY DEVELOPMENT REPORT

April 2023

1. Executive Report

Premiers Award 2023 – Cherbourg Digital Service Centre



Executive Summary

3rd quarter has completed, we are reporting on projects and funding, reviewing budgets and financials. Youth crime has raised up again we need to work on some solutions and suggestions as it is really a big issue over school holidays.

Cattle & Farm

Farm review -

As Council would be aware, there is currently a review under way to look at better options for managing our farm operations to reduce the annual operating loss. This review should be finished by next month and will be reported to Council by our Council Advisor.

In the meantime, an opportunity has arisen to increase revenue from the farm business with little to no risk. This has been discussed with the Council Advisor who is undertaking the farm review and his advice is that the Council should take advantage of this opportunity to gain additional revenue to offset current losses in the farm operations.

What is proposed is an agistment, not a lease.

An agistment right to use land on a day-to-day basis for running cattle with the landowner being paid at an agreed rate for that daily use. Council has received an approach from an adjoining farm operator to use a small paddock that is not being used by our farm. It is located at the southwestern corner and currently unused by our farm or Council. The proposal is generally along the following lines with no formal agreement being entered into until the Council agrees in principle for this to proceed: -

- Agistment of approximately 60 cattle at \$2.50 per head per day payable on a month-to-month basis.
- This would provide Council with the equivalent of approximately \$55,000 of revenue over a 12-month period.
- The operator would also be required to install new fencing and to enter into a written agreement that sets out the rights and obligations under the agistment agreement. The Council will own the fencing at the end of the agreement.
- Under the agistment agreement, either party can terminate the arrangement by giving 30 days' notice so it doesn't bind the Council into long-term lease type arrangements.
- It is the obligation of the owner of the cattle to look after them and Council has no maintenance obligations.

So, with very little risk, the Council will be able to obtain additional revenue to offset current farm losses. This is part of the broader strategy that is going to be proposed by the Council Advisor when presenting the farm review for consideration. It is a matter of maximising the returns on our existing farm assets to offset the current losses.

Recommendation

That Council authorise the CEO to enter into an agistment agreement generally on the terms and conditions set out in the report by the Economic and Community Development Manager.

Recycling Facility

Kingaroy CRP and satellite depots are performing as expected, costs have been significantly reduced at the Processor/MRF product sales are steady. Still work to do to get good outcomes – staff attendance is erratic and there has been a lot of sickness in the workforce this month.

Building Department

Upgrade program – we have a JOM this week – for the 1st time ever we are being consulted on the forth-coming program – a positive step. There are approx. 20 more garden sheds on next years program – we are placing an early order for 15 to ensure that we secure delivery early in the new financial year.

Responsive program – jobs are getting done – our admin is struggling to keep up – the paper trail is complicated and needs a skilled worker.

Joinery

Next year work is substantially reduced for the Joinery, we are quoting on 2 jobs outside Community to mitigate losses – we will continue to pursue this avenue of work. This year we have invested in bringing equipment back up to a good operational level of serviceability which will stand us in good stead for the next 7 years, - maintenance costs will be at a low level.

Cherbourg Digital Service Centre

Very proud to get the Highly commended Premiers award, a great team from State Gov, Pvt. sector and us. We are talking with Fujitsu about further teaching operators at a more advanced technical level. New recruits are in training and we are working closely with DB results,

General Project Information

1. LRCI 3 – Road Tek update – coming in May to complete the work.
2. Illegal Dumping Grant – new grant issued for an extension to this program to April 2024
3. Fire Mitigation – Project nearly completed – final report in progress. We have a compliant town fire mitigation plan prepared with a 10-year life – it will come to Council for approval when I get it.
4. Cultural Pathway – Variations have been discussed and applied for – waiting for approvals from NIAA – no progress this month.
5. Landfill – consultant – Resource Innovations have submitted a draft plan with various options – we are working on the numbers. – see attached.
6. Innovation Funding – AI project – we are working with CoralAI to get a user agreement in place.
7. New grant for training for Cherbourg Digital Service Centre – agreement here for signing.

New Housing

Waiting for ATSIH to approve the funding before we go out to tender. I spoke with ATSIH and Qbuild executives to try and get this process sped up.

By: Sean Nicholson



| SURFACE (SLOPE) AREAS: | |
|------------------------|----------------------|
| PLATEAU: | 7,480 m ² |
| BATTERS: | 8,170 m ² |

| AIRSPACE VOLUMES: | |
|-------------------|-----------------------|
| CUT | 170 m ³ |
| FILL: | 27,500 m ³ |



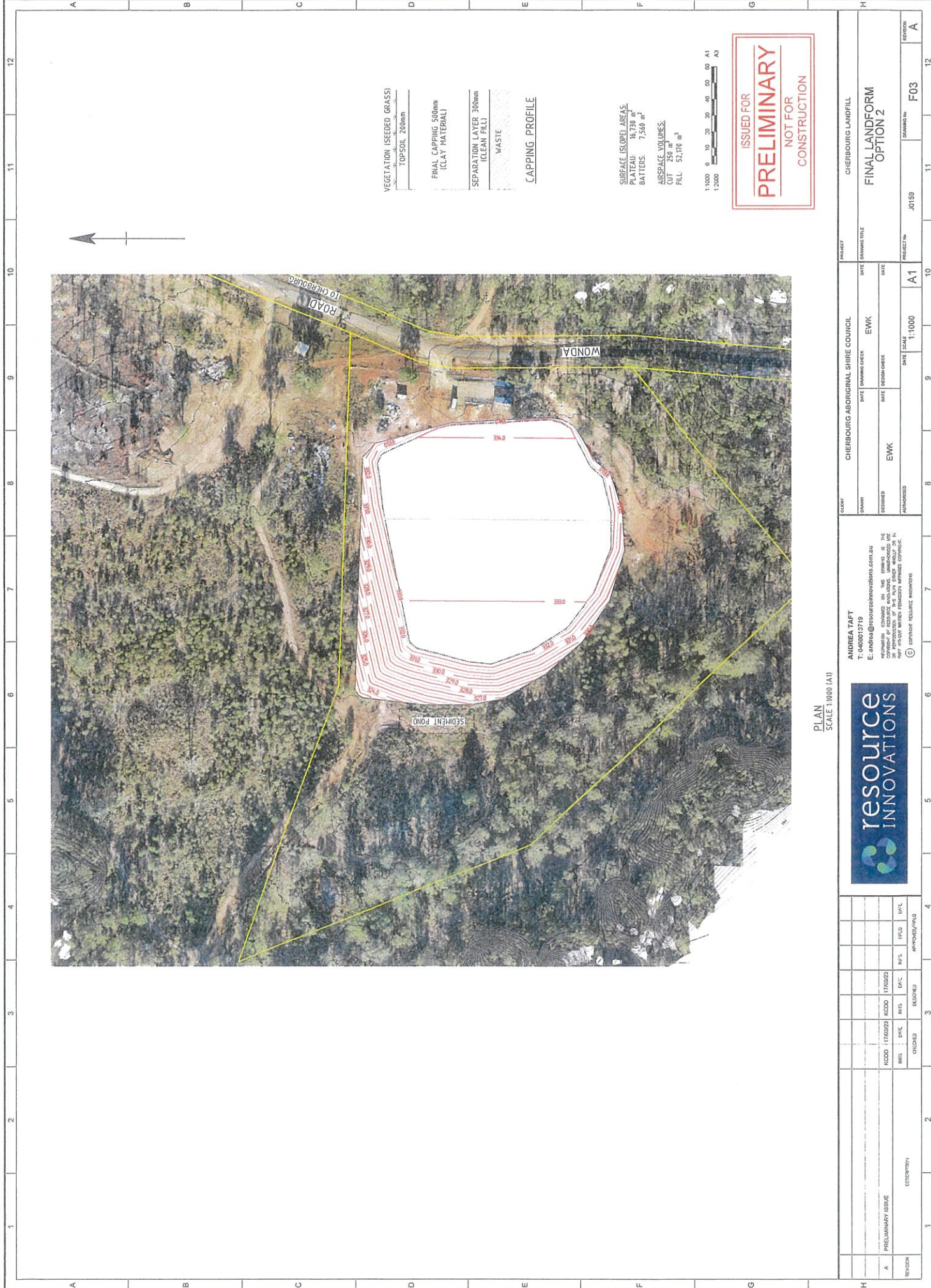
ISSUED FOR
PRELIMINARY
NOT FOR
CONSTRUCTION

PLAN
SCALE 1:1000 (A1)

[illegible]

Temp A-Publish 3634\J0152-CHENG185 FINAL LATEF6M.dwg Apr 14, 2023 - 5:23pm

NOTE: THE * BESIDE THE TYPED INITIALS DENOTES THE ORIGINAL DRAWING ISSUE WAS SIGNED & INITIALED BY THAT RESPECTIVE PERSON.



PLAN
SCALE 1:1000 (A1)

| CLIENT | | CHERBOURG ABORIGINAL SHIRE COUNCIL | | PROJECT | |
|------------|----------|------------------------------------|--------|--------------------|-------------|
| DATE | DATE | DATE | DATE | PROJECT TITLE | PROJECT No. |
| DESIGNED | DESIGNED | DATE | DATE | CHERBOURG LANDFILL | J0159 |
| AUTHORISED | DATE | DATE | DATE | FINAL LANDFORM | F03 |
| | SCALE | SCALE | SCALE | OPTION 2 | A |
| | 1:1000 | 1:1000 | 1:1000 | | |



ANDREA TAIT
T: 0800 017 119
E: andrea@resourceinnovations.com.au
I am a registered professional engineer and geotechnical engineer. I am a member of the Engineering Council of Australia (ECOA) and the Institution of Engineers Australia (IEA). I am also a member of the Australian Society of Geotechnical Engineers (ASGE). I am a registered professional engineer and geotechnical engineer. I am a member of the Engineering Council of Australia (ECOA) and the Institution of Engineers Australia (IEA). I am also a member of the Australian Society of Geotechnical Engineers (ASGE).

| REVISION | DESCRIPTION | DATE | BY | CHKD | APP'D | DATE |
|----------|-------------------|----------|------|------|----------|------|
| A | PRELIMINARY ISSUE | 17/03/23 | KCDD | KCDD | 17/03/23 | |

NOTE: THE * REUSE THE TYPED SYMBOLS REMOVED THE ORIGINAL DRAWING ISSUE WAS DONE (C) INITIAL BY THE RESPECTIVE PERSON

5. Operations Department

Operations Department Report

March 2023



By Matthew Bock, Operations Manager

11th April 2023

Matthewb@cherbourg.qld.gov.au

Contents

| | |
|------------------------------|----|
| Executive Summary | 2 |
| Environment and Waste | 3 |
| Roads Parks and Gardens..... | 7 |
| Fleet Services..... | 7 |
| Water, Sewerage..... | 8 |
| Figures..... | 10 |

Executive Summary

Operations department

- Animal welfare officer position has been advertised and interviews and a decision will be completed in April
- The landfill cleanup is progressing with 90% of the rubbish being capped (see figure 1,2,3 for before and after photos)
- Matthew and Jackson attended the Public health and water regulator conference in Cairns
- Matthew and Jackson presented at the public health conference on the new water treatment plant and introducing the use of paperless QR code maintenance program 5 indigenous councils have expressed interest in using the same system and Matthew is working with them to help with the roll out
- Matthew presented the QR presentation in the water regulators conference to other councils
- A 2nd vet program will be going ahead the program will run for one week with fully qualified vets and will be desexing only
- 4 Projects in the recovery and resilience funding have been started a bbq trailer, fuel pod trailer, enclosed disaster management trailer have been ordered and the drain clearing project is continuing

Fleet Services

- 31 Jobs were completed for the month of March this included services and repair work
- 10 Vehicles and plant equipment received their annual scheduled services
- Fitment of new Animal Management canopy to vehicle
- Water & Sewage ute had radiator puncture replaced and returned to service
- Operations ute suspension crunching replaced CV shafts and returned to service
- Fitment of beacon lights to mowers to bring up to WHS standards
- Hydraulic fitting on mini excavator snapped replaced and returned to service
- Bus broke down due to exhaust DPF filter Issues brought back to Cherbourg and carried out Forced regeneration procedure and put back in service
- Purchase of Diesel Trailer and Emergency Trailer for Recovery and Resilience grants

Environment and Waste

- Daniel Weazel has now moved into Corporate Services Dept., Stafford Sandow and EHW have been doing work in animal control space until a new ACW role is filled.
- Community Engagement opportunities are in discussion with DES

Works, Roads, Parks and Gardens

- The parks and gardens crew are picking up rubbish and mowing where needed daily
- Cemetery burials and associated works

Water and Sewerage

- Daily, Weekly, Monthly Water Sampling, including Raw Water (*Figure 1 & 2*).
(Daily) – Daily grab samples from different locations throughout community.
MWDRNK – (Weekly) – **Human Consumption.**
MWHCPC – (when requested) **Heterotrophic Colony Count.**
KEWTHM – (Weekly) - **THM's.**
KWP & KWHPDI (Monthly) – **Pesticides.**
KPCB – (Monthly) - **Blue Green Algae.**
SWAHN – (Monthly) – **Standard Water Analysis.**
- ANZMT – (Monthly) – **Heavy Metals.**
- Daily Checklists on Plant and Operations:
 - Checklists WTP & WWTP Operations including Effluent Ponds & Pivot irrigator.
 - Checklists on all Sewage Pump Station's (SPS).
 - Daily checklists on WTP & WWTP i.e., Basic Housekeeping and ensuring grounds are clean and maintained.
- Fortnightly catch up with DDPHU, Regular Catch up with RDMW
- Analyzers at WTP (both Chlorine and Turbidity) have been calibrated, cleaned and faulty parts replaced as required.
- Roll out of new QR code scanning for Sewage Treatment plant, Water Treatment Plant and all Water and Sewage Pump Stations.

Environment and Waste

Environmental Health/ Animal Management – MARCH Sub-Report

Animal Control

| CASC Data | | Dogs | Cats | Total |
|---------------------------------------|------|------|-------|-------|
| Registrations | | 9 | 0 | 9 |
| Treatment Administered | | 7 | 0 | 7 |
| Euthanised | | 0 | 0 | 0 |
| Rehomed (RSPCA, Community) | | 2 | 0 | 2 |
| Traps Set | | 0 | 0 | 0 |
| Strays Caught (Landfill, Street etc.) | | 0 | 0 | 0 |
| Complaints and/ or concerns | | | | |
| | Dogs | Cats | Other | Total |

| | | | | | | |
|------------------|---------|------|--------|------|-------|-----|
| Public | 3 | 0 | 0 | 3 | | |
| Open | 2 | 0 | 0 | 2 | | |
| Closed | 1 | 0 | 0 | 1 | | |
| AMRRIC Data | Dogs | | Cats | | Total | |
| | Female | Male | Female | Male | | |
| | Entire | 58 | 138 | 11 | 8 | 215 |
| | Desexed | 130 | 109 | 20 | 14 | 273 |
| | Unknown | 20 | 11 | 1 | - | 32 |
| Total by species | | 466 | | 54 | | 520 |

EHW

- ⇒ Fortnightly Catch up with DDPHU – Safe & Healthy Drinking Water Program
- ⇒ Fortnightly Catch up with DDPHU – ATSI Public Health program
- ⇒ Monthly Teams Engagement – ATSIPHP Working Group
- ⇒ EHW attended Pest Management Course; Cairns, 12th -17th March 2023 – Practical Training Required

Food Safety

- 4 - Current No. of Food Business
- 1 - Provisional Food Safety Certificate Issued
- EHW working closely with DDPHU to ensure all Food Business's licensing requirements are up to date

Waste & Recycling

- Recycling Program – Continuing to improve - *Figure 1 - CASC Recycling Program 2023.*

Water & Wastewater

- Weekly & Monthly Water Sampling – EHW, *Figure 2 - FY2023 Weekly/ Monthly Sampling Verification Results*
- Daily Verification & Monitoring – ESO's, WSM, *Figure 3 - FY2023 CASC Daily Water Quality Field Results*

Issues, concerns, or comments

- **Waste & Recycling**
 - Community Engagement opportunities are in discussion with DES
- **Animal Control**
 - Daniel Weazel has now moved into Corporate Services Dept., Stafford Sandow and EHW have been doing work in animal control space until a new ACW role is filled.
 - MOU between RSPCA – Kingaroy and CASC in Development, RSPCA still taking in unwanted animals.
 - Barber St dog's reproductive rate is a continuous concern
 - Some homes in community have more than 2 animals, ongoing concern
- **Water & Wastewater**
 - Boil Water Alert – Current and ongoing, Until further notice
 - 8 – Open Water Incidents, 3 to be finalised and closed after submission of investigation form.

Healthy Skin Program

Due to the increase in the number of skin infections (including Scabies) in Cherbourg, A Healthy Skin Clinic was held on the 20th, 21st, 27th, & 28th March. This program was led by Qld & Darling Downs Health.

Environmental Health Referrals were completed to provide advice and support. Environmental assessments were conducted on homes, with consent; to ensure functional healthy hardware i.e. working taps etc.

Over the duration of the program (2 weeks), please note that below data also includes Murgon residents:

- A total of 764 people were seen
- Scabies prevalence been calculated as 28.5% (therefore nearly 1 and every 3 people had scabies).
- 184 people completed dose 2 treatment.
- 75 LA Bicillin treatment were given.

| <i>Environmental Health Referrals, Summary</i> | No. |
|---|-----|
| Full EH Referral | 21 |
| Linen/ Resources ONLY | 28 |
| Revisits | 4 |
| Housing Referrals | 16 |
| <i>Linen/ Resources stock left in storage container</i> | |

BBQ Promo 9th March
Skill Centred Trainees



Health Worker Home Visits



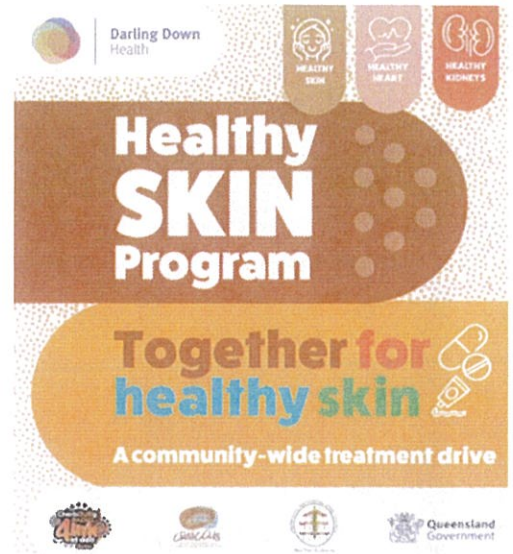
Community Elder receiving prize w/ Senior EHO, DDPHU



Cr Cobbo & Cr Costello after skin check



Special thanks to Council, CASC, Darling Downs DDPHU Skill centred, Stanwell Murgon Laundromat



Healthy Skin Program Team



CASC Healthy Skin Team



Mayor Elve receiving prize w/ Aboriginal Health Worker

CASC Recycling Program 2023

| Collection No. | Date | Type & Weight (kg) | | | | | | | | No. of Bins | Monthly Total (Kg) | Comments |
|----------------|-----------|--------------------|-------|-------|----------|-------|-----------------|--------------|-------------|-------------|--------------------|--|
| | | Cardboard | Paper | Glass | Aluminum | Steel | Plastic (Mixed) | Contaminated | Daily total | | | |
| 6 | 7-Mar-23 | | | | | | | | 460 | 54 | 1060 | Same amount of bins as week prior |
| 7 | 14-Mar-23 | | | | | | | | 180 | 49 | | 5 less than last week |
| 8 | 21-Mar-23 | | | | | | | | 180 | 39 | | 10 less than last week |
| 9 | 28-Mar-23 | | | | | | | | 240 | 39 | | Same amount of bins as week prior but 60kg heavier |

Figure 1

| FY2023 CASC Weekly/Monthly Water Sampling Verification Results | | | | | | | | | | | | | | | |
|--|-----------------------------|-----------------------------|----------------------------|--------------------------------|---------------------------------|--|---------|-----------------------------|-----------------------------|--|--|--|--|---------|--|
| Coliforms (mpn/100mL) | | | | | | | | E. coli (mpn/100mL) | | | | | | | |
| Date | STP (Wakka park) tap CHER 1 | Depot (External) tap CHER 2 | Day care (rear) tap CHER 3 | Bert Button lookout tap CHER 4 | After treatment yard tap CHER T | WTP Reservoir 1 & 2 Blended Tap CHER 5 | Summary | STP (Wakka park) tap CHER 1 | Depot (External) tap CHER 2 | Day care (rear) tap CHER 3 | Bert Button lookout tap CHER 4 | After treatment yard tap CHER T | WTP Reservoir 1 & 2 Blended Tap CHER 5 | Summary | |
| 06-Mar-23 | 0 | 0 | 0 | 0 | 0 | 0 | PASS | 0 | 0 | 0 | 0 | 0 | 0 | PASS | |
| 13-Mar-23 | 0 | 0 | 0 | 0 | 0 | 0 | PASS | 0 | 0 | 0 | 0 | 0 | 0 | PASS | |
| 20-Mar-23 | 0 | 0 | 0 | 0 | 0 | 0 | PASS | 0 | 0 | 0 | 0 | 0 | 0 | PASS | |
| 27-Mar-23 | 0 | 0 | 0 | 0 | 0 | 0 | PASS | 0 | 0 | 0 | 0 | 0 | 0 | PASS | |
| Total Chlorine (mg/L) | | | | | | | | Free Chlorine (mg/L) | | | | | | | |
| Date | STP (Wakka park) tap CHER 1 | Depot (External) tap CHER 2 | Day care (rear) tap CHER 3 | Bert Button lookout tap CHER 4 | After treatment yard tap CHER T | WTP Reservoir 1 & 2 Blended Tap CHER 5 | Summary | STP (Wakka park) tap CHER 1 | Depot (External) tap CHER 2 | Day care (rear) tap CHER 3 | Bert Button lookout tap CHER 4 | After treatment yard tap CHER T | WTP Reservoir 1 & 2 Blended Tap CHER 5 | Summary | |
| 06-Mar-23 | NT | NT | NT | 0.47 | NT | NT | PASS | NT | NT | NT | 0.28 | NT | NT | PASS | |
| 13-Mar-23 | 0.5 | 0.56 | 0.73 | 0.34 | 0.93 | 0.83 | PASS | 0.34 | 0.28 | 0.47 | 0.21 | 0.61 | 0.61 | PASS | |
| 20-Mar-23 | 0.52 | 0.6 | 0.72 | 0.86 | 0.95 | 0.71 | PASS | 0.32 | 0.43 | 0.5 | 0.51 | 0.71 | 0.83 | PASS | |
| 27-Mar-23 | 0.67 | 1.69 | 0.59 | 0.4 | 0.84 | 0.78 | PASS | 0.55 | 1.48 | 0.51 | 0.27 | 0.65 | 0.6 | PASS | |
| pH | | | | | | | | Total THMs | | | | *NR - Results not yet received *NT - Not tested | | | |
| Date | STP (Wakka park) tap CHER 1 | Depot (External) tap CHER 2 | Day care (rear) tap CHER 3 | Bert Button lookout tap CHER 4 | After treatment yard tap CHER T | WTP Reservoir 1 & 2 Blended Tap CHER 5 | Summary | Date | STP (Wakka park) tap CHER 1 | WTP Reservoir 1 & 2 Blended Tap CHER 5 | (ADWG Health Value limit: 250) Summary | | | | |
| 06-Mar-23 | NT | 6.94 | 7.33 | 7.38 | 7.03 | 7.27 | PASS | 06-Mar-23 | 250 | 270 | PASS | | | | |
| 13-Mar-23 | 7.56 | 7.52 | 7.62 | 7.51 | 7.64 | 7.64 | PASS | 13-Mar-23 | 340 | NT | FAIL | | | | |
| 20-Mar-23 | 7.65 | 7.56 | 7.56 | 7.79 | 7.66 | 7.64 | PASS | 20-Mar-23 | 330 | NT | FAIL | | | | |
| 27-Mar-23 | NT | 7.6 | 7.54 | 7.71 | 7.58 | 7.78 | PASS | 27-Mar-23 | 400 | NT | FAIL | | | | |

Roads Parks and Gardens

Current Business

- The parks and gardens crew are picking up rubbish and mowing where needed daily
- Cemetery burials and associated works

Staffing and Training

NIL.

Workplace Health & Safety Incidents

Nil

Issues & Training Updates

Nil

Next Month's Business Plan

- Continuation of day-to-day duties including rubbish pick up and mowing etc.

By Matthew Bock (Operations Manager) for Lindsay Bligh

Fleet Services

Workshop

Current Business

- 31 Jobs were completed for the month of March this included services and repair work
- 10 Vehicles and plant equipment received their annual scheduled services
- Fitment of new Animal Management canopy to vehicle
- Water & Sewage ute had radiator puncture replaced and returned to service
- Operations ute suspension crunching replaced CV shafts and returned to service
- Fitment of beacon lights to mowers to bring up to WHS standards
- Hydraulic fitting on mini excavator snapped replaced and returned to service
- Bus broke down due to exhaust DPF filter Issues brought back to Cherbourg and carried out Forced regeneration procedure and put back in service
- Purchase of Diesel Trailer and Emergency Trailer for Recovery and Resilience grants

Issues

Nil

Damage Report

Repair of 2 x windscreens due to cracks from regular highway driving conditions

Water & Sewage ute had radiator puncture due to work in scrub environment

Hydraulic fitting on mini excavator snapped due to snag

Workplace Health & Safety Incidents

Nil

Training Updates

Nil

Next Month's Business Plans

- Continuation of normal workshop work
- Tenders will be evaluated, and purchases made
- Compile list of future vehicles required by all departments

Other Information

By Sebastian Mearns

Water, Sewerage

Water & Wastewater

- Daily, Weekly, Monthly Water Sampling, including Raw Water (*Figure 1 & 2*).
 - (Daily) – Daily grab samples from different locations throughout community.
 - MWDRNK – (Weekly) – Human Consumption.
 - MWHCPC – (when requested) Heterotrophic Colony Count.
 - KEWTHM – (Weekly) - THM's.
 - KWP & KWHPDI (Monthly) – Pesticides.
 - KPCB – (Monthly) - Blue Green Algae.
 - SWAHN – (Monthly) – Standard Water Analysis.
- ANZMT – (Monthly) – Heavy Metals.
- Daily Checklists on Plant and Operations:
 - Checklists WTP & WWTP Operations including Effluent Ponds & Pivot irrigator.

- Checklists on all Sewage Pump Station's (SPS).
- Daily checklists on WTP & WWTP i.e., Basic Housekeeping and ensuring grounds are clean and maintained.
- Fortnightly catch up with DDPHU, Regular Catch up with RDMW
- Analyzers at WTP (both Chlorine and Turbidity) have been calibrated, cleaned and faulty parts replaced as required.
- Roll out of new QR code scanning for Sewage Treatment plant, Water Treatment Plant and all Water and Sewage Pump Stations.

Incidents

- Low Chlorine is still an issue throughout town reticulation system.
- 6 Open drinking water incidents.
- High turbidity reported throughout reticulation system on 05.04.2023
- Inspection and possible replacement of carbon filters pending results of inspection.
- Effluent pond 7 unblocked and flowing again.
- Daily scour of main water lines throughout reticulation to counteract the High Turbidity.

Staffing & Training

- Current Qualifications:
 - Certificate III in Water Industry Operations - 3 (2 Active in Water Operations)
 - Certificate IV Water Industry Operations – 1 (Active in Water Operations)
 - Ongoing Training and develop to ensure Operators are qualified and confident in operating WTP and WWTP
 - Training for all staff scheduled in 2023.
 - Matthew Bock, Liz O'Chin and Jackson Cobbo attended 2023 Queensland Indigenous Local Governments Drinking Water Symposium in Cairns from the 12th to 13th of March. .

General

- Staff introduction to new water tablets to improve record keeping and to eliminate paper usage.
- Rollout of new QR code system throughout water department with positive feedback from employees.

Figures



Figure 2 22/10/22



Figure 3 15/2/23



Figure 4 3/4/23

6. Community Services Department

COMMUNITY SERVICES REPORT

March - April 2023



COMMUNITY SERVICES

I have been on leave this report period, summary of the Community Services areas:

Sports Complex

Sports Complex staff ran a successful holiday program (Well attended 90+ children daily) – Easter Egg hunt & Colour Funrun

Radio Station

Business as usual (Getting essential information out to community).

- Live streams – YAG Youth Forum
- Radio announcements
- Facebook notifications
- Updating Council website

IKC (Library)

Business as usual (Community connectivity Wi-Fi, education, emails and reporting to job networks and Centrelink).

- St Vinnies
- Parent Next
- UQ Librarians visit IKC.
- First 5
- Holiday program

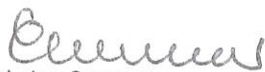
IYCC Yag Project

Report attached.

Meetings

- Interagency
- Community Services meetings/Tool talks
- *Interagency commenced (March) minutes attached.*

This ends my report for the months of March/April 2023



Edwina Stewart

Community Services Manager

Cherbourg Interagency Meeting

2nd March 2023

Cherbourg Aboriginal Shire Council Community Services Office & Microsoft Teams

Attendances: Edwina Stewart, Wawida Collilins, Neil Simpson, Brenda Brown, Angie Dingle, Sid Moore, Joanne Tucker, Kenny Gyemore, Milbi Perrier, Amanda Hutchings, Elizabeth O'Chin, Anna Moffitt, Tom Atu, Jasmine Clevin, Renee Baldwin, Jo Barrett-Menzies, Jody Labuschewski, Stuart Guerin, Lauren Ryan, Shauni Stanley, Tabitha Bleys, Arlene Langton, Josh Oddy, Patti Bond, Deb Emery, Stacey Taylor, Rod Hunt, Clarissa Hastie, Katherine Simpson, Karen, Debbie Mi-Mi, Gaye O'Sullivan, Biddy Adams, Trevor Stead, Christine Stewart, Max Conlon

Apologies:

| | | |
|--|--|--|
| | Welcome – Edwina Stewart Acknowledgement to Country – Edwina Stewart Minute Silence | |
| | Actions Arising from Previous Minutes Nil | |
| | Stacy – CTC <ul style="list-style-type: none"> Update (Wandama panel meet monthly) taking referrals and other youth from community identified Partners in Foster Care need more community carers (based in Wondai) responsible - recruit, Assess, and Train Foster carers. Kinship – own family (no recruitment) Community patrol restructure, more engaged in community – Activiteis 4 days per week and 2nd Fridays evening program 3-8pm | |
| | Patti – QLD Health (Mental Health) <ul style="list-style-type: none"> Last session held for Stronger, smarter Yarns for Life – 28th Feb Rica Lacey (Director Indigenous Health) approved 2yr funding to purchase licenses for SSYFL | |
| | Tom & Josh – NIAA <ul style="list-style-type: none"> Wanting to increase community engagement | |
| | Gaye – Barambah Youth Hub <ul style="list-style-type: none"> Service Expo Friday 10th March 14 Service providers at the Hub | |
| | Milbi – Local Justice Group <ul style="list-style-type: none"> Muran, mens yarning circle Juan (Second Tuesday of the month) commencing 14th March @ 6pm Murri Group Elders and Members – Grace Bond, Jeanette Brown, Gloria Bell, Laurie Bond | |

| | | |
|--|---|--|
| | <ul style="list-style-type: none"> Looking for numbers to run JP training | |
| | Public Health/ Darling Downs Health <ul style="list-style-type: none"> Concerns re: Scabies (3.85% scabies presented to ED) Response – Mass Dosage to community Informed re: upcoming SKIN Clinic in community | |
| | Meeting Closed 11:30am Next Meeting 6 th April 2023 | |